



Donations Receiving Volunteer - Brookvale

Helping receive donations from the public

Volunteer Role Title	Donations Receiving Volunteer
Location	Central Recycling Centre – 19 Clearview place Brookvale
Service Overview	The Brookvale Central Recycling Centre supports the great work of local Conferences and Special works by receiving and distributing donations from the public to sell in our vinnies stores.
Why we need a volunteer like you	To provide a friendly and professional face to the donations receiving area of the St Vincent de Paul Society. Assisting people wanting to donate goods
What you will be doing	<ul style="list-style-type: none"> • Receiving customer donations • Thanking customers for their donations • Placing donations received into relevant donation bins for distribution / sale
What will be required of you as a volunteer	<ul style="list-style-type: none"> • A willingness to be trained, receive direction and feedback from supervisors • Ability to work as part of a team and contribute to the working environment in a positive, supportive and co-operative manner • Follow the Society's policies and procedures • Sensitivity to different political / cultural / ethnic backgrounds and a respect for multiculturalism • An eye for good donations, ability to learn what will sell • Good listening skills and polite manner with customers • Understanding and willingness to maintain Self Care
How much time will you spend volunteering	We Are seeking volunteers who can offer at least 3.5 hours a day, once a week.
How will we help you become an amazing volunteer	<ul style="list-style-type: none"> • Service orientation and role induction are provided by the CRC • Relevant training as determined by the role. However, the successful candidates will need to have basic skills outlined above
How to apply for the volunteer role	To express interest in this role, contact Barbera Michalik on 9905 8546 or email Barbera.Michalik@vinnies.org.au
Volunteering Requirements	Volunteers are required to complete the following: <ul style="list-style-type: none"> • Volunteer application form • Code of conduct agreement



	<ul style="list-style-type: none">• Police check
What will you get from the volunteer engagement	<ul style="list-style-type: none">• Utilising your skills to help people who are disadvantaged in the community• Opportunity to acquire new skills via our training programs and obtain a professional reference
Start date	Immediately
Other information about the volunteering engagement	This is a volunteer role with the St Vincent de Paul Society. We appreciate your time and want to ensure you get the most out of your volunteering experience. We strive to provide training and meaningful engagement of your time, but in line with current legislation we acknowledged that either party can walk away from this volunteering opportunity at any time. We ask that if you are unable to assist at a designated time or have other commitments that you notify the supervisor with a day's notice.
Volunteering end date	This role is open ended; however We are seeking volunteers who can offer at least three months commitment.
What to know more	If you want to find out more about this role, contact Barbera Michalik on 9905 8546 or email Barbera.Michalik@vinnies.org.au